

WINCHESTER TREE COMMISSION
MINUTES
May 28, 2009

The regular, May monthly meeting of the Winchester Tree Commission was held on Thursday, May 28, 2009 at 4:00 p.m. in the Conference Room of the Administration Building at City Yards.

Mr. Farris, Chair, called the meeting to order.

Mr. Farris asked that the April minutes be amended by removing bullet number three on page four.

Ms. Major made a motion to accept the amended April minutes; seconded by Mr. Farris, motion was approved.

Members present: Ms. Allison Major, Mr. T'ai Roulston, Mr. Patrick Farris, Ms. Chris Scully and Ms. Kate Christen

Members absent: Ms. Mary Stickley

Staff present: Clint Cantrell, Tim Stern, Tom Hoy and Rob Shambaugh

Guests present: Mr. Jim Lawrence

Old Business:

- 1) **Tree Canopy Goals and Plan:** Mr. Lawrence stated that he forwarded an email to all of the Tree Commission members with the edited Urban Tree Canopy plan. Mr. Lawrence stated that the email was in response to the edits that he received. Mr. Lawrence stated he feels strongly that the economic benefits should remain as is. Mr. Lawrence stated that there was one minor change to the Heat Island effect. Mr. Lawrence stated that he thinks the economic benefit needs to stand alone. Mr. Roulston asked why Mr. Lawrence thinks the economic benefit should stand alone. Mr. Lawrence stated that the Grant has already been granted. Mr. Lawrence stated that this is not a proposal, it is to satisfy the requirements of the Grant. Mr. Lawrence stated that in the Grant, it gives a certain amount of dollars for staff time for Tim Stern to work on the plan. Mr. Lawrence stated that part of the Grant is to come up with a draft plan by June 15th and it has to go through the process and be approved by September 30th. Mr. Lawrence stated that what they are writing is an Urban Tree Canopy plan. Mr. Farris stated that the plan is that they are going to try to achieve the goal of planting a certain number of trees to get the Urban Tree Canopy up to a certain percentage. Mr. Farris stated that it is up to the Tree Commission to pursue a lot of the planting through public or private funding. Mr. Farris stated that this plan is just stating that the goal is to increase the percentage by a certain number of trees. Mr. Roulston asked what

process is used to determine the tree canopy increase goal of 35%. Tim Stern stated that it had to be at least a 5% increase and they also looked at other communities with similar canopies. Tom Hoy asked Mr. Lawrence what would happen if a goal of a 5% increase is proposed but isn't reached. Mr. Lawrence stated that he didn't know if anything happens. Mr. Farris stated that it is a comprehensive plan and that sometimes plans aren't met. Mr. Lawrence stated that he thinks it would be a good idea to document what the city has been doing as far as plantings and removals and what they plan to do. Mr. Lawrence stated that it would be good to sit down with Winchester Medical Center and Shenandoah University to discuss what would be a reasonable tree canopy increase goal. Mr. Lawrence stated that it would also be good if the City's GIS department could look at some of the drainage areas where plantings have recently taken place. Mr. Lawrence stated that it would be nice to include all of this information in the comprehensive plan. Tom Hoy asked Mr. Lawrence if the final report could be amended later if needed. Mr. Lawrence stated that it was his understanding that this would be okay. Mr. Farris stated that the revisions will be handled electronically. Mr. Farris stated that the members won't be voting on anything, they will just be editing a document that will ultimately be a public document. Tom Hoy stated that the final draft should be submitted by noon on Thursday, June 11th. Mr. Farris stated that the report should include the motivational need, the rationale and the institutional commitment. Mr. Farris stated that if the Tree Commission could get a commitment from Shenandoah University, Winchester Medical Center and the Handley Board of Trustees as far as the amount of tree canopy increase then this could be added to the report. Mr. Farris stated that the 35% is just a goal. Mr. Lawrence stated that the only commitment is to come up with a plan and a timeline and there is no commitment as far as implementation. Mr. Farris stated that he thinks the report should be backed up with a sense of attainability. Mr. Farris stated that he would send out a copy of the modified draft to the Tree Commission members and the Natural Resource Advisory Board members electronically and everyone will have the opportunity to send comments and suggestions back to him, then he will keep editing until a final draft is completed with the help of Tim Stern. Mr. Roulston stated that he would like to see the original document which states what they are trying to accomplish. Tim Stern passed out copies of the document.

- 2) **Update: Winchester City Code, Chapter 30, regarding Tree Commission:** Mr. Farris stated that there has been no change. Mr. Farris stated that City Council tabled the changes and the Tree Commission is operating under the original rules. Mr. Farris stated that the changes have been tabled indefinitely unless someone makes a motion to bring it up again.

New Business:

1) Discussion of Tree Removal/Trimming requests:

Mr. Farris stated that he received a letter from Perry Eisenach stating that on a segment by segment basis for the Braddock Street and Cameron Street two-way conversion they will present the Tree Commission with the locations that trees can be planted so that the Tree Commission can determine the caliper and the species.

20 S. Kent Street

Ms. Christen made a motion to trim the tree located at 20 S. Kent Street; seconded by Ms. Major, motion was approved.

221 W. Boscawen Street

Mr. Farris made a motion to remove the tree located at 221 W. Boscawen Street; seconded by Mr. Roulston, motion was approved.

SW Corner of Cameron Street and Monmouth Street

Mr. Farris stated that an emergency trimming was necessary on two Maple trees located at the SW Corner of Cameron Street and Monmouth Street because vehicles were running into low branches as they passed the construction site.

SE Corner of S. Braddock Street and Pall Mall Street

Mr. Farris stated that an emergency trimming was necessary on three Maple trees located at the SE Corner of S. Braddock Street and Pall Mall Street because vehicles were running into low branches as they passed the construction site.

130 W. Piccadilly Street

Mr. Farris made a motion to remove the tree located at 130 W. Piccadilly Street; seconded by Ms. Christen, motion was approved.

105 N. Braddock Street

Ms. Major made a motion to deny removal of the tree located at 105 N. Braddock Street; seconded by Mr. Roulston, motion was approved.

25 W. Piccadilly Street

Mr. Farris made a motion to remove the tree located at 25 W. Piccadilly Street; seconded by Ms. Major, motion was approved.

2) Construction of Tree Commission meeting and business protocol:

Mr. Farris stated that due to time constraints he will delay this business until the next meeting. Mr. Farris stated that whether or not the City Council decides to continue with the effort to change or modify the City Code, he thinks it is a good idea to have down on paper for incoming members, the way the Tree Commission conducts business. Mr. Farris stated that this will also give members the opportunity to decide whether the way the Tree Commission conducts business should be altered.

Comments from Commission Members:

- 1) Mr. Farris stated that he and Tim Stern delivered pizza for the Arbor Day contest 5th grade winner's pizza party. Mr. Farris stated that Ms. Earnhardt was the teacher who had the essay winning student and that is the second year in a row that her class has produced the winning student.
- 2) Mr. Roulston asked Rob Shambaugh if there is a potential for an interactive database so that citizens could submit information.
- 3) Ms. Major stated that she found it very difficult to find the Adopt-a-Tree form on the City website. Ms. Major stated that she thinks the form should be more visible for citizen access.

Comments from City Staff:

- 1) Rob Shambaugh stated that forms or images can be added to the City website. Rob stated that for content changes however, there is an Information Technology support system and the Tree Commission can send an email to ITHelp. Mr. Farris stated that it would mainly be finished documents that could be readily available to a citizen. Rob stated that citizens could submit information but a decision would have to be made as to what information should be captured because it becomes public information.
- 2) Tom Hoy stated that the Tree Commission should come up with a draft of what they would like to see the Tree Commission website look like and submit the final draft to Rob Shambaugh to see what he can do.
- 3) Tim Stern submitted the staff report for the month of April.

Adjourn:

With no further business to discuss, Mr. Farris adjourned the meeting.

**CITY OF WINCHESTER
TREE COMMISSION
STAFF REPORT FOR APRIL 2009
SUBMITTED MAY 28, 2009**

This report is a summary of contractor expenses and an activity listing of trimmings, plantings, removals and stump grindings for the month of April 2009.

**EXPENSES REPORT
(Billings for April 2009)**

CONTRACTOR TRIMMINGS:	CONTRACTOR PLANTINGS:	CONTRACTOR REMOVALS:	TOTAL:
0	2,332.00	800.00	3,132.00

ACTIVITY REPORT

TRIMMING:	PLANTINGS:	REMOVALS:	STUMP GRINDING:
6 E. Clifford St.	1001 E. Cork St.	Wyck St. (near gravel parking lot)	Corner of Handley and Stewart St.
316 & 320 Parkway St.	Handley High School campus (x3)	318 Handley Ave.	210 Handley Blvd.
Corner of Piccadilly and Braddock St.	315 W. Whitlock Ave. (mtrp grant)	220 Handley Blvd.	220 Handley Blvd.
Bond St. (whole block from Valley Ave. to Loudoun St.)	220 Parkway St. (mtrp grant)	210 Handley Blvd.	Woodstock Ln. beside cemetery (x2)
Corner of Clifford and Washington	Across from 209 Liberty Ave. (mtrp grant)	Beside 818 S. Stewart St.	
Corner of Stewart and Handley Ave.	515 Bellview Ave. (mtrp grant)	Dead cherry tree in median on Handley Blvd near school	
Washington south of Cork St.	307 Handley Ave. (mtrp grant)		
Corner of Washington and Wolfe St.	305 N. Braddock St. (mtrp grant)		
Corner of Braddock and Piccadilly St.	Across from 814 S. Washington St. (mtrp grant)		
Corner of Cameron and Piccadilly St.	716 Woodland Ave. (mtrp grant)		
528 Dunlap St.			
142 Washington St.			
13 Trees	12 trees	6 trees	5 stumps